

Agritourism Destination Licensing Guide

The Kansas Department of Agriculture is devoted to the total support of agriculture in Kansas. While we must fulfill our statutory obligations, the department is dedicated to providing support and assistance to make Kansas farms, ranches and agribusinesses successful and help them grow if that is their desire. We also encourage more farms, ranches and other agriculture business to expand in or relocate to Kansas. This checklist will help guide you through various resources and requirements for opening and operating a typical Kansas agritourism destination. In addition to license requirements by the Kansas Department of Agriculture, other Kansas agencies as well as local or federal government agencies may have regulatory requirements to follow. Contact your local planning authority to ensure you follow all local business development laws, rules, regulations and guidelines. This guide is designed to assist you as you work to build and operate a successful agritourism destination in Kansas.

✓	Department	Description	Renewal
	Kansas Small Business Development Center (KSBDC)*	The KSBDC is a network of service centers located throughout Kansas offering business consulting to small businesses. Call 800-452-6727 for more information.	Prior to starting
	Kansas Business Center*	The Kansas Business Center is a resource for information, filings, and personal assistance to start or maintain a Kansas business. Call 877-521-8600 for more details.	Prior to starting
	Office of the Secretary of State	Complete the appropriate business entity filings and forms required by the Kansas Secretary of State. Call 785-296-4564 for more information.	Prior to starting
	Department of Revenue	Visit the Department of Revenue website to find important business tax information . Call 785-368-8222 for more information.	Prior to starting
	Kansas Department of Wildlife, Parks and Tourism (KDWPT)*	Register the agritourism destination with KDWPT when the agritourism business is ready to launch. Registration with KDWPT is voluntary; however, benefits of registration include assistance in promotion of the agritourism operation, and limited liability protection with posted signage through the Agritourism Promotion Act. Call 785-296-1847 or visit the Kansas Agritourism website for more information.	Renewal every 5 years
	Department of Agriculture, Agricultural Marketing, Advocacy and Outreach*	Register the agritourism destination for membership with the <i>From the Land of Kansas</i> trademark program. Registration is voluntary; however, to be a member of <i>From the Land of Kansas</i> , the business must be a registered agritourism operation with the KDWPT. For more information, visit From the Land of Kansas , or call 785-564-6759.	Annual Renewal
	Department of Agriculture, Food Safety & Lodging	Food safety licenses may be required if the agritourism destination will be producing or serving food to guests. Furthermore, lodging licenses may be required if the business will be hosting overnight guests. Contact Food Safety & Lodging at 785-564-6767 or FSL@kda.ks.gov to determine specific licensing requirements for your business.	Prior to opening
	Department of Agriculture, Weights and Measures	No license is needed from Weights and Measures, but an agritourism destination with scales must hire a licensed service company to test scales once annually if the scales are utilized for any commercial transaction. Visit the Weights & Measures website for more information, or call 785-564-6681.	Annual service
	Department of Health and Environment, Bureau of Water, Public Water Supply & Geology Sections	If the facility will not utilize a municipal public water supply or rural water supply as the source of drinking water and the facility will serve 25 people or more per day, 60 or more days per year, it will be considered a public water supply subject to State/Federal drinking water requirements. Contact the KDHE Public Water Supply Section at 785-296-5514. Water wells shall be constructed by Kansas-licensed water well contractors. There are special construction requirements for water wells, serving public water supplies. Contact the KDHE Geology Section at 785-296-5560 for more information.	Prior to construction
	Department of Health and Environment, Bureau of Water, Municipal Program Section	If the facility will employ an on-site wastewater treatment system rather than utilize a municipal sanitary sewer for handling and disposal of sewage from the facility, contact the KDHE Municipal Program Section at 785-296-5527 for construction and permitting requirements.	Prior to construction

This guide is for informational purposes only. It is not intended to be an exhaustive list of requirements for operating a Kansas agribusiness entity. Please contact the appropriate agencies or organizations for specific requirements applicable to your business.

** Indicates that the information listed is merely a useful resource and not a requirement for operating the business*



Agritourism Destination Licensing Guide

✓	Department	Description	Renewal
	Department of Health and Environment, Bureau of Environmental Remediation, Storage Tank Section	Entities operating their own fuel tanks may be required to registered with KDHE. Review information about aboveground storage tanks (AST) and underground storage tanks (UST) . Review the KDHE Storage Tank Section website for further information, or call 785-296-1678 for permitting information. *The Kansas Small Business Environmental Assistance Program (SBEAP) has AST program highlights and registration requirements in addition to assistance with UST inventory control .	Prior to installing tanks, Annual Renewal August 1

Kansas Department of Agriculture
1320 Research Park Drive
Manhattan, KS 66502
Phone: (785) 564-6700
Email: ksag@kda.ks.gov
Website: <http://agriculture.ks.gov>

This guide is for informational purposes only. It is not intended to be an exhaustive list of requirements for operating a Kansas agribusiness entity. Please contact the appropriate agencies or organizations for specific requirements applicable to your business.
** Indicates that the information listed is merely a useful resource and not a requirement for operating the business*

Updated 9/21/2015